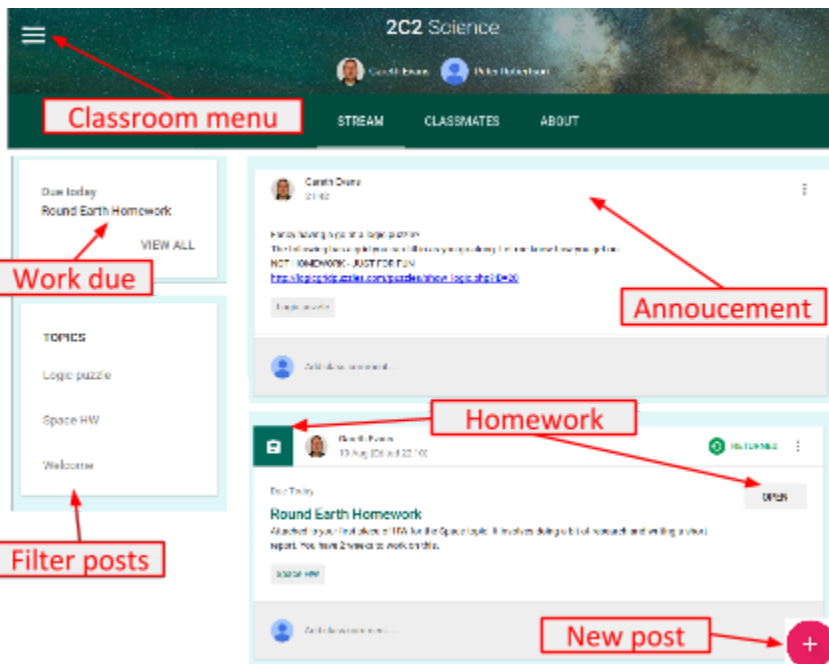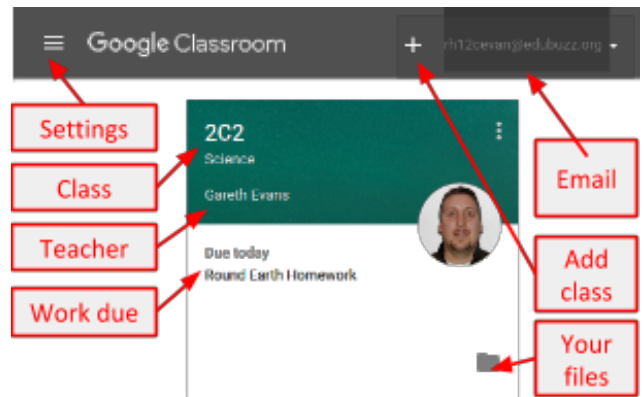# Parent and Student Guide to Google Classroom

What is Google Classroom?

Many pupils will be encouraged to use Google Classroom as a resource to assist them both in the classroom and at home. Teachers can use Google Classroom to send announcements to entire classes, share resources, course notes, presentations, diagrams, and homework. Pupils can use it to access work covered in class in school at home or on the go and complete homework. It is a free resource that can be accessed from any device connected to the internet - laptops, desktop computers, Chromebooks, tablets or mobile phones.

Accessing Google Classroom

Pupils can access Google Classroom using the mobile apps (Android and iOS), via the link to google classrooms when the log on to their school email account, or via a web browser by visiting http://classroom.google.com
They should sign in using their Cavendish email address.

Once pupils have logged in, they will see the class overview page. From here they can see all of the classes they are registered with, a summary of any work due. Clicking on a class will open that Classroom.

The classroom overview page will show any class announcements, assignments (work) or posts. The three main views available are:

Stream shows a list of posts made to the classroom by teachers and pupils. This includes announcements, questions and homework/assignments.
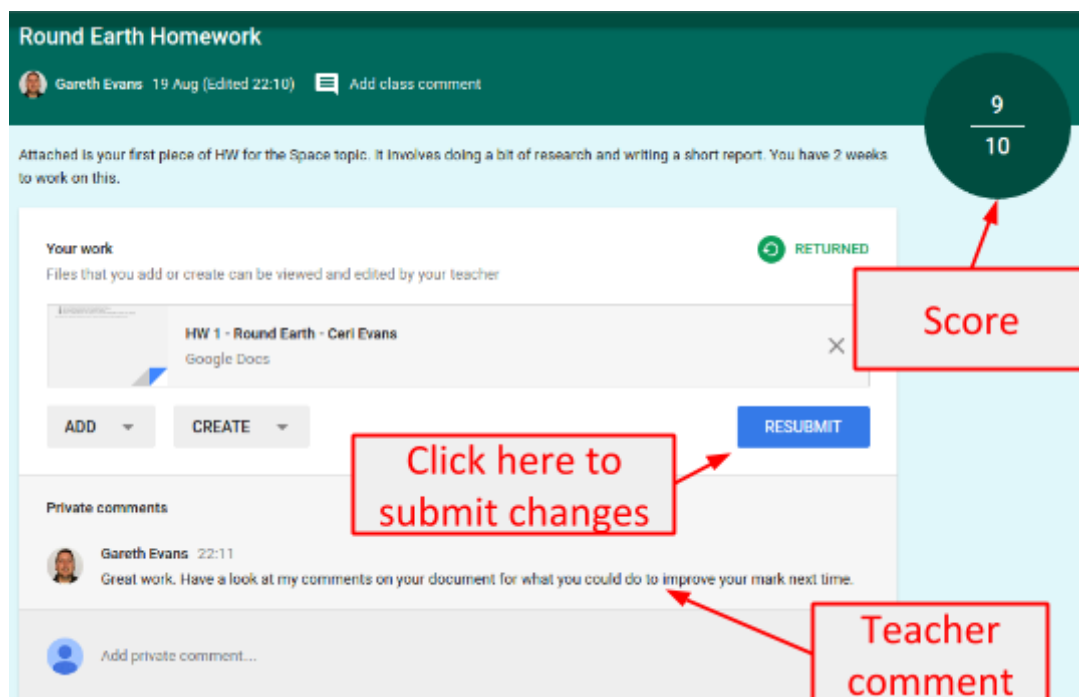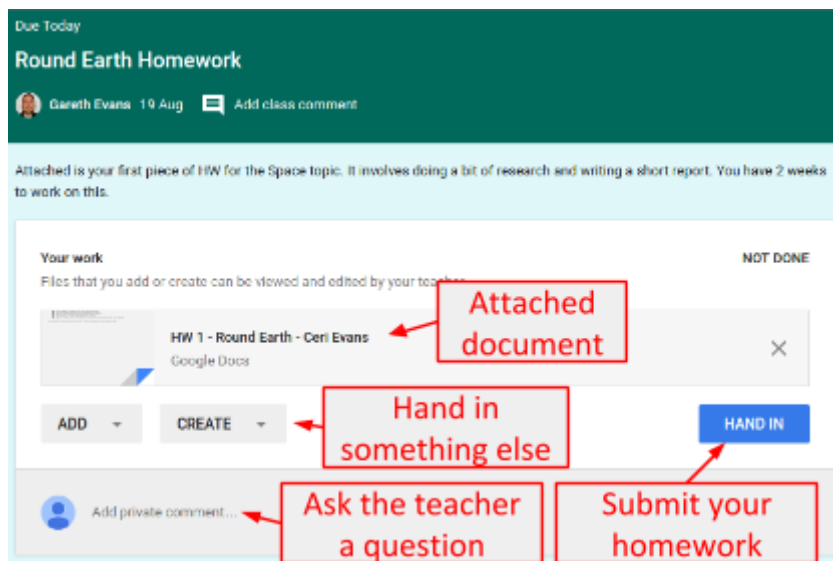**Classmates** allows users to communicate directly with each other.
About gives an overview of the Classroom and is often where teachers share whole course resources.

Accessing resources

If pupils are accessing Google classroom from a mobile device, they should download the appropriate Google Apps to make best use of the shared resources. The most useful Google apps are: **Classroom**, **Calendar**, **Docs**, and **Drive**. If pupils set up a Google account on their mobile device, their homework due dates, reminders and announcements will all be available directly in their calendar and email.

Submitting work online

When work is set online, it can be submitted directly within Google Classroom. To open the homework, click on the **Open** button on the appropriate post in the **Stream** page. You will then see the homework description and any attached documents. The simplest way to complete the homework online is to open the attachment and complete your work in this document. When you are finished, click on the **HAND IN** button.

Once your work has been marked by the teacher, you can see your score and any comments made by the teacher by opening the homework task as before.

You can find out more about Google Classroom at https://support.google.com/edu/classroom/